

OISE Library Student Advisory Committee (OLSAC)

Date: October 23, 2019, 5:00 - 6:30pm

Children's Literature Area, 3rd floor, OISE Library

Present: Kate, Ellen, Jenna, Cindy, Joanne, Tika, Nailisa, Jenaya, Qjutong (Tong), Cherie

Minutes prepared by: Kate Reid

Next meeting date: to be determined

Agenda Item	Action
Land Acknowledgement	-Jenaya gives land acknowledgement
Welcome/ Introductions	-committee members go around the table and introduce themselves
Election of a Secretary	-Kate will continue as Secretary -in Kate's absence, Tong will be Secretary
Brief Overview of OISE Library Services and Collections	-Jenaya provides a verbal introduction and overview of the OISE library to committee members (eg. the range of services available to students, including personal librarian service, reference desk services etc). -Nailisa discusses collections in OISE Library and where they are housed in the building (eg. Children's literature, Ontario historical education collection) -tells committee that if there are resources (videos, documents, resource kits, books, French children's literature, etc.) that members think the OISE Library should have, Nailisa is the contact for this; students can contact Nailisa through her email
Review of Terms of Reference and Membership	-Jenaya reviews the Terms of Reference and Membership with committee members; this document is posted on the OISE Library website -key points touched on by Jenaya: -reads out loud OLSAC Statement of Purpose -would like representation from CREFO -Jenaya will reach out directly to CREFO -if members attend 3/4 meetings then will get the co-curricular record notation on your transcript -Jenaya will send out the Review of Terms of Reference and Membership to all members via email to review and give feedback on
Posting of Committee Member Info on OISE Library website	-Jenaya asks all members to let her know whether they would like their name, program, and email on the OISE Library website -will send out official request for permission on this issue to all members -Update: JW has posted names only for all 2019-2020 members.
Discussing dates/times of 2019-2020 OLSAC meetings	Possible upcoming meeting dates: Wed. Nov. 27, 2019: 5-6:30pm Wed. Feb. 12, 2020: 5-6:30pm Wed. March 18, 2020: 5-6:30pm -Jenaya will email committee members a Doodle Poll to confirm the next meeting for November; and then two subsequent polls to determine the next 2 meetings

	in 2020
Outstanding Items from last year	<p>-Jenaya brings forward a number of items that were started/suggested last year but left incomplete; asks committee members about which items are still of interest</p> <p>1. Item recommended to go forward: -last year, OLSAC out a questionnaire to all OISE students -Latifah will bring results from the GSA survey conducted last year to our next meeting</p> <p>2. Item recommended to go forward: -improving communication between departments and OISE Library, and improving communication btwn OISE Library and student body in general -last year, a Facebook page was developed, committee thought about developing more of a social media campaign -last year, committee proposed an OISE Library poster campaign: a possible way to get information out to students -better outreach and access to services to international students during orientation week (problem with doing something during orientation is that the committee doesn't meet in the summer; but maybe can make a plan for outreach in the spring to be carried through to the beginning of the following school year)</p> <p>3. Item recommended to go forward: -special projects to continue to investigate: readings lists, book clubs, theory guides, educational maker space in OISE Library</p> <p>-Tong: suggests making an orientation video to provide a tour of OISE Library -Nailisa says there is a virtual tour centered on the Robart's Library that can be shared on the OISE Library website, with points that would be applicable to the OISE Library -can be found by googling "Robart's Audio Tours" -Jenaya suggests might be good to include this on OLSAC Facebook page</p> <p><u>For further consideration:</u> OLSAC Facebook page: -still not sure how to describe the Facebook page for users -all members from last year are administrators -still have to establish a protocol for how and when to respond to questions/comments -ask Latifah to talk about Facebook page at next meeting</p> <p>Tika: -shares that he was unaware about the services in the OISE Library -this is a question of making sure students have the right information about the library when they start their degrees at OISE -asks about the possibility of organizing OISE Library tours for incoming students</p> <p>Nailisa: -suggests that orientations could include Librarian talks</p> <p>Kate: -suggests the possibility of producing an OISE Library orientation package to be sent</p>

	<p>to students at/before OISE Orientation</p> <p>Cindy: -asks about the possibility of librarians visiting classes to talk about where certain resources are in the Library -asks how can the OISE Library carry more course materials, and materials on course syllabi</p> <p>Nailisa and Jenaya: -OISE Library always contacts all professors prior to the beginning of the school year in order to know what is on syllabi and what needs to be purchased</p> <p>Joanne: -wonders if it's possible to roll out a generic message on Quercus out to all OISE students about how to contact Librarians for assistance -Jenaya and Nailisa will look into this and see if it's possible to add a generic message on Quercus for all students</p> <p>Cindy: -wonder if there is there a way to make a list of books that help international students to improve their English and send this list of readings out to students once they enrol in order to prepare them for the beginning of the school year</p> <p>Tong: -wonders if OISE Library might need a better social media platform to communicate with international students -suggests WeChat as a good way to disseminate information with Chinese students- -information can be translated into Chinese for Chinese international students -says that lots of international (specifically Chinese) students use WeChat (instead of email or Facebook)</p>
Election of the Chair	<p>-Jenaya discusses the Chair position: -elected for one term (2019-2020 academic year) -will put out a call for self nominations and then send out an online vote to all committee members -role of the Chair is to: work with Jenaya, Nailisa; put together an agenda for each meeting; provide land acknowledgement at beginning of each meeting; organize and lead each meeting; ensure follow-through on action items; draw up final report based on committee meeting minutes over the year and submit to committee</p>
Adjourn.	Next meeting TBD.